



## Lead Hazard Reduction Demonstration (LHRD) Grant Contractor Training Reimbursement Policy

The LHRD program was developed to identify and control lead-based paint hazards in eligible rental or owner-occupied housing. The purpose of this Indiana Housing and Community Development Authority Lead Hazard Reduction Demonstration (LHRD) Grant Contractor Training Reimbursement Policy is to increase the number of licensed lead abatement professionals throughout the State that can perform lead abatement activities and participate in its LHRD program and other lead abatement programs. IHCDCA will reimburse eligible firms or organizations for eligible training costs related to lead abatement courses that their employee(s) register for, complete, pass (from an approved Indiana State Health Department (ISDH) accredited training facility) and receive a license.

### A. Eligible Courses

The following courses are eligible, if taken from an approved Indiana State Health Department (ISDH) accredited training facility.

1. Lead Abatement Project Supervisor
2. Lead Abatement Worker
3. Risk Assessor
4. Lead Inspector

### B. Eligibility Guidelines:

1. A maximum of five (5) employees per firm or organization are eligible to receive reimbursements from IHCDCA for eligible courses and the initial license application fees, if applicable, for the following courses: Lead Abatement Project Supervisor, Lead Abatement Worker, Risk Assessor, and Lead Inspector. License application fees are only reimbursable for the employee's successful attempt.
2. Only one course per employee is eligible for reimbursement, however, the Lead Inspector and Risk Assessor courses can be combined for employees seeking to become a Licensed Risk Assessor.
3. A maximum of two (2) employees, per firm or organization, are eligible for to receive reimbursements for the Lead Abatement Supervisor course.
4. Each firm or organization must have an EPA Lead Renovation, Repair, and Painting (RRP) Certificate.
5. Interested firms or organizations must submit a Pre-Qualification Application to IHCDCA's Lead Grant Manager to determine eligibility for reimbursement.
6. The firm or organization must agree to execute a Memorandum of Agreement (MOA) with IHCDCA in order to receive any reimbursements.



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7. IHCDCA will determine reimbursement allocations based on the availability of funds, timeliness of responses, experience in construction and/or lead hazard control, and completeness of all eligibility and application requirements.

**C. Documentation Required to Receive Reimbursements:**

Each company must provide the following documentation for each training, for which it is seeking to receive reimbursement:

- a. A certificate of successful completion from an ISDH accredited training facility for an eligible course as listed above;
- b. The course fee and a receipt showing that the company paid for the course fee;
- c. Documentation demonstrating that the employee passed the licensing examination administered by the ISDH; and
- d. Proof of licensure in a lead discipline listed above and documentation showing that the company paid the licensure fee.

**D. Reimbursement Amounts**

IHCDA will provide reimbursements for the following courses in an amount not to exceed the amounts listed below. (IHCDA will only provide reimbursements of the amounts that were actually charged by the facility and actually paid by the firm or organization)

<u>Course</u>	<u>Maximum Reimbursement</u>
a. Lead Abatement Project Supervisor	\$740
b. Lead Abatement Worker	\$420
c. Risk Assessor	\$400
d. Lead Inspector	\$550
e. Licensing Application fees	Actual cost, as applicable

**E. Pre-Qualification Application:**

Interested firms or organizations are required to submit a Pre-Qualification Application to IHCDCA prior to registering for an eligible course. Once the Pre-Qualification Application is approved, the firm or organization may register the employee(s) for the certified training course. Please note that submission and approval of the pre-qualification package does not guarantee reimbursement. For pre-qualification, the firm must submit:

1. Firm name, address, and contact information.
2. Name of each person and type of training being requested for reimbursement.
3. The Firm's EPA Lead Renovation, Repair, and Painting (RRP) Certificate and each workers' Certified Renovator certificate.
4. Geographical area in which the company is interested in working.
5. Demonstrate the firm is listed in the System for Award Management (SAM) and not debarred and listed in the Federal Awardee Performance and Integrity Information System (FAPIIS).
6. The company must submit the Memorandum of Agreement in order to be eligible to bid on the following projects/programs: LHRD program, Lead Community Action Program, Community Development Block Grant Owner Occupied Repair or Lead Health Services Initiative programs.

**F. Submission of Pre-Qualification Application:**

Firms or organizations who are interested in this opportunity must submit a completed Pre-Qualification Application via email to:

Dave Pugh  
Lead Grant Manager, IHEDA  
Email- [dpugh@iheda.in.gov](mailto:dpugh@iheda.in.gov)  
Phone- 317-234-6289

The following information must be included with the application:

- a. Firm name, address, and contact information.
- b. Name of each person and type of training requested for reimbursement.
- c. RRP Firm Certificate.
- d. Geographical area in which the company is interested in working for the LHRD program.